

Message

From: Suchomel, Bruce [Suchomel.Bruce@epa.gov]
Sent: 3/23/2020 5:43:03 PM
To: Robinson, Valois [Robinson.Valois@epa.gov]; Chin, Lucita [Chin.Lucita@epa.gov]; Cline, Carolyn [Cline.Carolyn@epa.gov]; Minter, Douglas [Minter.Douglas@epa.gov]; Hemingway, Betina [Hemingway.Betina@epa.gov]; Bahrman, Sarah [Bahrman.Sarah@epa.gov]; Lucero, Adele [Lucero.Adele@epa.gov]; Garcia, Bert [Garcia.Bert@epa.gov]; O'Connor, Darcy [oconnor.darcy@epa.gov]; McIntosh, Karen [McIntosh.Karen@epa.gov]; Sopkin, Gregory [sopkin.gregory@epa.gov]
Subject: FW: SOP for Sharepoint E-Routing
Attachments: How to PREPARE and COMPLETE a concurrence workflow in sharepoint.docx

All, please see the attached SOP, pages 4-6 for easy instructions on how to complete a concurrence/approval with Sharepoint E-routing.

Thanks!

Bruce Suchomel

USEPA Region 8, UIC Section, Environmental Engineer
8WD-SDU | 1595 Wynkoop Street | Denver, CO 80202 | (303) 312-6001

From: Suchomel, Bruce
Sent: Monday, March 23, 2020 11:30 AM
To: Robinson, Valois <Robinson.Valois@epa.gov>; Chin, Lucita <Chin.Lucita@epa.gov>; Cline, Carolyn <Cline.Carolyn@epa.gov>; Minter, Douglas <Minter.Douglas@epa.gov>; Hemingway, Betina <Hemingway.Betina@epa.gov>; Bahrman, Sarah <Bahrman.Sarah@epa.gov>; Lucero, Adele <Lucero.Adele@epa.gov>; Garcia, Bert <Garcia.Bert@epa.gov>; O'Connor, Darcy <oconnor.darcy@epa.gov>; McIntosh, Karen <McIntosh.Karen@epa.gov>; Sopkin, Gregory <sopkin.gregory@epa.gov>
Subject: Dewey-Burdock CFR 147 Variance and Sharepoint E-Routing

Hello everyone, hopefully all is going well for you and your families. I want to give each of you the heads-up that I'm electronically routing the subject report and cover letter to each of you. Since we're all new to this I just want to ensure you are aware of this process and your involvement in this particular action. Hopefully all goes well – let me know if you're having trouble with it or if you have comments.

The package is electronically routed in this order:

- Valois Robinson, technical concurrence; Lucita Chin, ORC concurrence, Carolyn Cline, UIC admin concurrence (routed to Valois, Lucita and Carolyn on March 23, with Valois and Lucita's comments already included in the document. Valois, Lucita and Carolyn are routed concurrently.)
- Douglas Minter, UIC Section approval
- Betina Hemingway, SDW admin concurrence
- Sarah Bahrman, SDW approval
- Adele Lucero, WD admin concurrence
- Bert Garcia, WD Deputy concurrence
- Darcy O'Connor, WD concurrence
- Karen McIntosh, RA admin concurrence
- Greg Sopkin, RA approval and signature
- Carolyn Cline; distribution, UIC admin, and return to Bruce

Thanks!

Bruce Suchomel

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